

Title VI of The 1964 Civil Rights Act

Title VI of the Civil Rights Act of 1964 (42 U. S. C. 2000d-2000d-4) prohibits discrimination based on race, color or national origin in programs or activities receiving federal financial assistance. This title of the Civil Rights Act of 1964 is the federal law that protects persons from discrimination because of their race, color or national origin in programs that receive federal financial assistance and are inclusive of the distribution of funds and/or services that the programs provide.

It is the policy of the Tennessee Department of Environment and Conservation (TDEC) to ensure that:

“No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

The following steps should be taken to file a Title VI complaint:

- ◆ It should be written and include your name, address and telephone number. **Your complaint must be signed and filed within 180 calendar days of the alleged discriminatory act.** If you are filing on behalf of another person, include your name, address, telephone number and your relation to that person (for example: friend, attorney, parent, etc.).
- ◆ The name and address of the agency, institution or department you believe discriminated against you.
- ◆ How, why and when you believe you were discriminated against. As much background information as possible should be included about the alleged acts of discrimination. Include names of individuals who you allege discriminated against you, if you know them, as well as any other relevant information.
- ◆ The names of any persons, if known, that the investigating agency could contact for additional information to support or clarify your allegations.

Once a complaint is filed, it will be forwarded to the appropriate agency for review. If the complaint is filed by an internal party, the department does not have jurisdiction to hear such a complaint. Therefore, the department will forward internal complaints to the appropriate agency having jurisdiction to review the complaint.

If the complaint is filed by an external party, it will be reviewed for validity by the department's Title VI Complaint Officer, MC Holland. If the complaint is valid, Mr. Holland will investigate the issues brought forth in the complaint and attempt to resolve the complaint. If negotiations to correct a violation are unsuccessful, enforcement proceedings may be initiated.

The department's Title VI Coordinator **Costin Shamble** provides general information, training and monitoring of the department's compliance regarding Title VI.

For more information, please contact Title VI Complaint Officer **MC Holland** at (615) 532-0153 or Title VI Coordinator **Costin Shamble** at (615) 253-8337.

